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PLANO - 11

MEMORANDUM FOR: Chief, Regulations Control Staff
 SUBJECT : Proposed Notice on the Reduction of
 Excess Annual Leave Accumulations

25X1A

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1. There is attached hereto proposed Notice No. [REDACTED]
 [REDACTED], which prescribes an interim policy for reduction of
 excess annual leave accumulations.

2. Inasmuch as summer vacations are currently being
 planned and taken, it is imperative that this Notice be pub-
 lished as soon as possible in order that all affected em-
 ployees may schedule their vacations in a manner that can
 reduce excess annual leave accumulations.

3. The policy contained in this notice is very liberal
 and accordingly, I do not feel that it will require Agency
 wide coordination prior to publication.

L. K. WHITE
 Deputy Director
 (Administration)

SA/DDA:WEB:hh (25 June 54)

Distribution:

1 - DD/A chrono
 1 - DD/A subject

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